



**CITY OF HOUSTON**  
FINANCE DEPARTMENT  
Strategic Procurement Division

**Annise D. Parker**

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Date: February 20, 2015

Subject: Letter of Clarification No. 5  
Automobiles, Vans, Utility Vehicles, and Light-Duty Trucks

Reference: Invitation to Bid (ITB) No.: S38-N25104

To All Prospective Bidders:

This Letter of Clarification is issued for the following reasons:

1. Note that the online bid form has been revised.
2. Replace the original bid document dated December 12, 2014, Page 1 of 250 through Page 250 of 250 with the attached revised bid document dated February 20, 2015, Page 1 of 248 through Page 248 of 248.
3. **Bid opening date of February 26, 2015 has not been changed.**

This Letter of Clarification will be considered part of the solicitation. All revisions, responses, and answers incorporated into the Letter(s) of Clarification are collaboratively from both the Strategic Purchasing Division and the applicable City Department(s).

Furthermore, it is the responsibility of each BIDDER to obtain any previous Letter(s) of Clarification associated with this solicitation.

Sincerely,

Lena Farris  
Senior Procurement Specialist  
Strategic Purchasing Division  
(832) 393-8729

Buyer LF:SRD:lf